

**ACTION MINUTES OF THE HERITAGE PRESERVATION COMMISSION  
CITY OF SAINT PAUL, MINNESOTA  
City Hall/Court House, 15 Kellogg Boulevard West, Lower Level - Room 40,**

**February 25, 2016**

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**Present:** Richard Dana, Robert Ferguson, Michael Justin, Matt Mazanec, Amy Meller, Steve Trimble.

**Absent:** Matt Hill (Excused), Bill Lightner (Excused), David Riehle (Excused), Diane Trout-Oertel (Excused), David Wagner (Excused)

**Staff Present:** Amy Spong, Christine Boulware, Allison Suhan, Fred Counts

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**PUBLIC HEARING/DESIGN REVIEW**

- I. **Call to Order:** 5:14 pm
- II. **Approval of the Agenda:** *Commissioner Mazanec moved to approve the agenda. Commissioner Justin seconded the motion. **Motion passed 4-0.***
- III. **Conflicts of Interest:** *None stated.*
- IV. **Public Hearings: Design Review and Historic Use Variances**
  - A. **861 Hudson Road, Dayton's Bluff Heritage Preservation District**, by Shoua T. Khang, owner, for an after-the-fact permit to replace windows. Work was completed without HPC review and approval. File #16-019 (Boulware, 266-6715)  
*Ms. Boulware revised the staff recommendation for approval of the front door, transom window, and door trim and casings upon learning that the work was done by a previous owner. Commissioner Trimble moved to approve the recommendation with modifications by staff. Commissioner Ferguson seconded the motion. Commissioner Mazanec informed the applicant that any future exterior changes must be approved in the future prior to any work. **Motion passed 5-0.***
  - B. **735 Wilson Avenue, Dayton's Bluff Heritage Preservation District**, by Mahad Farah, Twin Cities Property Management LLC, for an after-the-fact permit to replace window. Work was completed without HPC review and approval. File #16-020 (Suhan/Counts, 266-6643)  
*Commissioner Mazanec moved to lay over the agenda item to the next meeting as neither the homeowner nor the applicant was present to answer the commissioner's questions. Commissioner Justin seconded the motion. **Motion passed 5-0.***
- V. **Chair Announcements**
  - A. *Chair Dana announced that Commissioner Lightner and HPC Intern Counts had attended Winona C.A.M.P. and would share what they had learned at the upcoming HPC Retreat on March 31.*
  - B. *Chair Dana announced that the Coney Island Building would be open on Saturday from 4pm to close.*
  - C. *Commissioner Trimble announced that he would be moderating a discussion with regards to a play about West Side Flats in Minneapolis on March 4.*
  - D. *Commissioner Mazanec announced that the Dayton's Bluff Community Council had determined an outreach plan for HRA-owned properties which would include a vacant home tour on April 17. The HRA will do a press*

*release campaign in preparation for the RFP to open on April 13.*

**VI. Staff Announcements**

- A.** *Ms. Spong announced that she had met with the City Attorney regarding new ordinance amendments and that these amendments would be coming before the commission.*
- B.** *Ms. Spong announced that an RFP was out for the rewriting of the Lowertown design guidelines and also for the vacant lot around the LRT Central Station. One more evaluator would be needed for this RFP.*
- C.** *Ms. Spong announced that she and Ms. Boulware had successfully held a mandatory conference call with SHPO to kick off the new survey of the Hill District. Ms. Spong also gave an update as to grant application deadlines.*
- D.** *Ms. Suhan announced that HPC staff had issued a call for nominations for the upcoming Preservation Awards.*

**VII. Motion to Adjourn: 6:52 pm**

Submitted by F. Counts